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EXTRAORDINARY

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GOVERNMENT OF PUNJAB
DEPARTMENT OF WATER RESOURCES
(Works Branch)

NOTIFICATION

The 27th February, 2023

No. WR-IRWR10/44/2023/47.—The permission for shooting of movies and photo-shoots on properties of Department of Water Resources, Punjab shall be given as per following policy guidelines/instructions so as to make the process transparent and generate more revenue for the state exchequer:-

1. The Agency/Individual seeking permission shall apply directly to Executive Engineer/Headquarter cum Estate Officer and clearly specify the purpose of permission, dates for which permission is required. Besides a declaration form (copy attached) along with Identity proof of the Contact person shall be shared alongwith the application. The application for permission shall be sent on email id: xenhq2022@gmail.com/cehqwr@gmail.com, till the time the e- portal created for this purpose is not functional. Thereafter, all the permissions for the aforementioned subject shall be applied on the e-portal.
2. Executive Engineer/Headquarter cum Estate Officer shall process this application and after seeking comments/consent from field office put up file for approval of Chief Engineer/Headquarter. In case the permission is required for more than 15 days, the file shall be put up for the approval of Principal Secretary/ Department of Water Resources.
3. Executive Engineer of concerned office where property is located shall be the nodal officer from the Department for supervision of the shooting of movies/photo shoots and his/her contact details shall be shared along with the permission.
4. Executive Engineer holds the right to cancel the permission on site on administrative grounds and if the Agency/Individual violates the general terms and conditions. The decision of Executive Engineer in regard to conduct of shooting of movies/photo shoots shall be final. In case of cancellation by Executive Engineer, post facto approval from Competent Authority shall be sought by concerned Executive Engineer within 10 days.
5. It shall be the responsibility of the applicant to adhere to following General Terms and conditions :
 - i. Safety of the crew members from fire and hazard will be responsibility of the production house.
 - ii. Safety of the temporary structures shall be responsibility of production house.

- iii. There should not be any disturbance to the local residents/public.
 - iv. Person in charge of the shoot shall fully cooperate with District administration and Police.
 - v. Public convenience, toilets, drinking water and parking for the cast/crew shall be responsibility of shooting unit.
 - vi. The premises shall be free of litter and garbage before the site is vacated.
 - vii. Loudspeakers shall not be used on site without permission.
 - viii. Care to be taken that natural environment and public property are not damaged during the shoot.
 - ix. There should not be any violation of law and order & traffic disruption while shooting.
 - x. Public sentiments should not be hurt while shooting.
 - xi. Responsibility for private security lies on the applicant/ production house.
 - xii. The applicant/ production house is responsible for all the activities happening at the shooting location.
 - xiii. Any change in Date and time of permission shall be intimated and permission sought accordingly.
 - xiv. No activity that will have an impact on the hydraulic structures and departmental buildings/structures shall be allowed.
 - xv. This permission includes NOC for using the Departmental property for above specified use. In case the permission is required from Local Administration/ Police Administration/any other department, the same may be obtained by the Agency/Individual at its own level.
6. In case during the shooting there is any impact/damage to the structures and buildings of the department, the Agency/Individual shall be liable to pay for the damages calculated by the Executive Engineer of the Department.
 7. The fees to be charged for the permission of shooting the movie/photo shoots is as under:

| Sr.No. | Type of activity | Fees to be charged | Security Amount |
|--------|-------------------|--------------------|-----------------|
| 1. | Shooting of Movie | 10000 per day | 10000 |
| 2. | Photo-shoot | 1500 per hour | 1500 |

The security deposit shall be refundable after the completion of the shooting while the fees charged from the Agency/Individual shall be deposited in the Government exchequer.

Chandigarh
The 23rd February, 2023

KRISHAN KUMAR, IAS
Principal Secretary, Govt. of Punjab,
Water Resources Department, Punjab,
Chandigarh.

Applicant's Declaration

I, _____ (Applicant Name) belonging to _____ (Production company specified in the application) declare that the information provided in this application is to the best of my knowledge accurate and correct.

I have read and understood all the terms and conditions provided in the application and undertake that I/we shall be held liable in case of any damage to municipal/Government property during the shooting.

I undertake to observe the provisions of the Punjab ancient and historic monuments archaeological sites and remain act, 1964 and the rules there under.

I/we undertake that the temporary structures put up the site will be erected and maintained in safe manner and the safety of the crew members will be our responsibility.

I/we further undertake to keep the shooting site free of litter and restore it back to its original condition after the shooting.

Signature of the Applicant:

Date:

Location:

General Terms & condition

- 1) Safety of the crew members from fire and hazard will be responsibility of the production house.
- 2) Safety of the temporary structures shall be responsibility of production house.
- 3) There should not be any disturbance to the local residents/public.
- 4) Person in charge of the shoot shall fully cooperate with District administration and Police.
- 5) Public convenience, toilets, drinking water and parking for the cast/crew shall be responsibility of shooting unit.
- 6) The premises shall be free of litter and garbage before the site is vacated.
- 7) Loudspeakers shall not be used on site without permission.
- 8) Care to be taken that natural environment and public property are not damaged during the shoot.
- 9) There should not be any violation of law and order & traffic disruption while shooting.
- 10) Public sentiments should not be hurt while shooting.
- 11) Responsibility for private security lies on the applicant/ production house.
- 12) The applicant/ production house is responsible for all the activities happening at the shooting location.
- 13) Any change in the date and time of the Permission shall be intimated and permission sought accordingly.
- 14) Competent authority reserve right to withdraw permission if any violation is found on site in contravention to the conditions provided in the permission and in the NOC's.
- 15) This permission includes NOC for using the Departmental property for above specified use. In case the permission is required from Local Administration/ Police Administration/any other department, the same may be obtained by the Agency/Person at its own level.

- 16) In case during the shooting there is any impact/damage to the structures and buildings of the department, I shall be liable to pay for the damages as calculated by the Executive Engineer of the Department of Water Resources